

Preparedness and Planning Tool Instructions

This Preparedness and Planning Tool will be used for two distinct purposes. The first purpose is to help providers determine their understanding of Health Homes services and requirements and serve as a roadmap for providers looking to become Health Home Partners (HHPs). The second purpose is to provide the MCOs some information to help them in their discussion with interested providers.

This Preparedness and Planning Tool is designed to allow you to answer questions based on an honest analysis of the current practices and processes within your organization. This Tool is meant to be a conversation-started for your agency, hopefully facilitating discussion leading to a clearer understanding of your organization's role related to Health Homes in Kansas.

Providers:

This tool is meant to assist you in understanding the expectations for HHPs. Please remember that the MCOs strongly encourage potential HHPs to be able to provide Care Coordination and Comprehensive Transitional Care and also be prepared to use HIT by the target date indicated on this Tool. Completing this Tool will allow you to understand your existing operational and cultural infrastructure to determine if you can support greater integration and be a HHP. We encourage you to collaborate and consult with other providers to address the health needs of your population and this tool may provide a framework for these collaborative efforts. Your organization may build formal relationships through care compacts with primary care providers or build informal referral networks of primary care and specialty providers, for example. The Tool will ask you to answer questions related to these issues. After completing the Tool, organizations will be able to:

- Understand the current state of the organization's ability to support progress toward becoming a HHP.
- Assess the organization's strengths and challenges in undertaking different approaches to integration.
- Set and prioritize goals for your organization's move to becoming a HHP

MCOs:

This tool is meant to assist you in evaluating, supporting and contracting with potential Health Home Providers (HHPs). This tool is not meant to serve as a measuring stick to determine which potential HHPs are accepted or rejected. As with the providers, we hope that this tool will serve as a "roadmap" to help you work with potential HHPs in contracting.

All completed Tools will come directly to the State and will then be distributed to the MCOs. Potential HHPs are encouraged to work with all three MCOs. Though you will interact directly with providers related to contracting for HHPs, the State expects regular reporting of the development of HHP networks.

Process for Submission:

The Tool should be completed electronically and sent directly to Samantha Ferencik at the Kansas Department of Health and Environment: sferencik@kdheks.gov

Once electronically submitted and received, the completed Tools will be reviewed and sent on to the three MCO partners. The State will monitor and track the submission and review of the completed Tools.

One of the goals of Health Homes in Kansas is to initiate a process of transformation among providers. Given this goal, we encourage providers to ask the MCOs for suggestions, advice, and feedback regarding the results of their Tool. In such cases where the MCO deems the agency unable to become an HHP by their target date, the agency may ask the MCO to provide them with ideas and strategies for reaching a state of readiness. Agencies may also request that they be re-evaluated by the MCO at a later date. Potential HHPs may submit and/or resubmit the Preparedness and Planning Tool at any time but are encouraged to work with the MCO(s) to develop a timeline for resubmissions.

MCO Response:

After receiving and considering potential HHPs' Preparedness and Planning Tools, MCOs must provide each potential HHP with a response and a plan regarding their target date to become an HHP. Not all agencies who submit the Tool will be in a position to immediately become a HHP. However, the State expects the MCOs to work with all agencies to bring them closer to becoming HHPs. The MCO response should indicate their evaluation of the reasonableness of the agency's target date to become a HHP as well as an evaluation of their existing level of preparedness. The MCOs shall respond to potential HHPs within 10 days of receiving the completed Tools. Within 45 days of receiving completed Tools, the MCOs will have a follow-up discussion (either in-person or over the phone) with potential HHPs regarding their readiness to serve as a HHP. After the follow-up discussion, the MCOs will have 10 days to provide potential HHPs with a contract amendment and the potential HHPs will have another 10 days after receiving the contract amendment to sign and return the contract amendment to the MCO.